

APPENDIX AG - PHYSICAL SECURITY

AG.1 - PURPOSE.

This SOP outlines physical security procedures and provides guidance for this Facility. This security program is designed to prevent losses due to theft, vandalism, and carelessness. It is also designed to protect Facility and M-day personnel working/flying at the Facility.

AG.2 - SCOPE.

This SOP governs the following:

Personnel (all personnel assigned, attached or OPCON to the Facility)

Equipment (all equipment assigned, loaned or hand receipted to the Facility)

Aircraft (all aircraft hand receipted or under the control of the Facility)

Buildings (Hangar #1, Hangar #2, Butler Building and Bldg #913)

AG.3 - RESPONSIBILITY.

Physical security of the Facility is the responsibility of the Facility Commander. The Facility Commander will appoint a Physical Security Officer (technician) and Key Control Custodian(s) for all Facility buildings, equipment, aircraft and vehicles. The Physical Security Officer will assist the Facility Commander in the management of the Physical Security Program. The Physical Security Officer will assist the Key Control Custodian(s) in key control. Each employee or M-day soldier will report any security violation or suspicious activity to the Facility Commander, Operations Duty officer or Maintenance Supervisor immediately upon detection.

AG.4 - RISK ASSESSMENT AND INSTALLATION SECURITY.

This Facility is a DOD tenant located on the Los Alamitos Armed Forces Reserve Center (AFRC), a U.S. Army Installation, licensed to the California Army National Guard. The AFRC is a secure, fenced military installation. The AFRC is located in Orange County, California. The AFRC has further declared Los Alamitos Army Airfield (AAF) as a Restricted Area IAW AR 190-51 and FM 19-30.

AG.5 - FENCING.

The AFRC has provided a six foot high chain link and barbed wire fencing and limited access gates along the flightline adjacent to the cantonment area. Gates, whose locks are controlled by AFRC Security, are located along the length of the flightline. These gates will remain locked/closed during all hours (access codes are provided to authorized personnel).

AG.6 - SECURITY PATROLS.

The AFRC Security Department provides personnel with marked security vehicles whom patrol the entire installation and provide immediate reaction physical security. Additionally, the AFRC Security personnel provide roving vehicular flightline security. Mutual air support from local law enforcement agencies is detailed in the AFRC Physical Security Plan.

AG.7 - TERRORIST ACTIVITIES.

In the event that higher headquarters determines the AFRC or its tenants are threatened, OTAG and the AFRC will declare a Threat Condition (THREATCON). The AFRC will then direct additional security measures to be implemented as appropriate to the situation IAW AR 525-13 and OTAG guidance.

AG.8 - PHYSICAL SECURITY PLAN-STATE.

The OTAG, CA ARNG, and the AFRC have conducted an installation risk analysis and developed an installation wide physical security plan. The Facility is included in the AFRC physical security plan. The AFRC Physical Security Plan is classified.

AG.9 - PHYSICAL SECURITY PLAN-JTFB.

The Facility Physical Security Plan consists of the following:

AG.10 - PERSONNEL.

Personnel access is limited to only authorized personnel.

AG.10.1 - AUTHORIZED PERSONNEL.

Defined as employees (permanent or temporary) of the Facility and M-day aviation personnel. All personnel are required to carry their respective military or DOD civilian ID cards at all times. All visitors must report to Operations in Bldg #913. Visitors must be escorted anywhere in the hangars or flightline. The Facility escort will coordinate with the Los Alamitos AAF Operations prior to taking any visitors on the flightline.

AG.10.2 - UNAUTHORIZED PERSONNEL.

If any unauthorized personnel are discovered within the Facility work areas they will be escorted to Operations or the appropriate Maintenance Supervisor. If unauthorized personnel are detected on the flightline, Los Alamitos AAF and AFRC Security will be immediately notified.

AG.11 - AIRCRAFT.

AG.11.1 - MAINTENANCE BRANCH.

All aircraft not undergoing maintenance will have their cockpits locked with the ATSCOM approved locking devices. The Maintenance Branch aircraft keys will be secured in the Maintenance Branch Key Box. Maintenance will ensure all aircraft located outside the hangars (i.e. flightline, wash racks, etc.) are locked prior to the end of the duty day.

AG.11.2 - OPERATIONS BRANCH.

The Operations Branch aircraft keys with the aircraft's DOD Form 1896 (identaplate) will be secured in a locked container in Bldg 3913 and only issued IAW the Operations Branch SOP. Aircraft keys, identaplates and associated aircraft equipment will only be issued to Facility authorized aircrews. The Pilot-in-command is responsible for the aircraft and all of its associated equipment after they have been issued to him/her. Upon termination of each flight, the PC will immediately turn in all aircraft keys and equipment to Operations.

AG.11.3 - MILITARY AIRFIELDS.

In the event an aircraft under Facility control is required to remain over night at a military airfield, the PC will ensure that the Base Operations of that airfield is notified of the aircraft's status, local address and phone number(s) of the aircrew and additional security measures required.

AG.11.4 - CIVILIAN AIRPORTS.

In the event an aircraft under Facility control is required to remain over night at a civilian airport, the PC will contact the Airport Manager to determine the level of physical security provided by the airport.

AG.12 - VEHICLES AND EQUIPMENT.

When not in use, all vehicle and lockable ground support equipment (GSE) will be locked/secured and their respective keys will be locked in the Maintenance Branch key boxes. Vehicle and GSE keys will only be issued IAW the Maintenance Branch SOP. All vehicles and GSE is subject to search as part of the AFRC Security Plan. No civilian vehicles are permitted south of the airfield perimeter fence.

AG.13 - SUPPLY.

All incoming/outgoing material and supplies will be handled by Technical Supply, located in the West end of Hangar #2. Supply personnel will supervise, inspect loading and unloading at all times. Maintenance Supervisors are responsible for the security of material and supplies in their respective area. In the event that Technical Supply is closed (i.e. Mondays or after hours Tuesday-Friday), Operations is authorized to accept receipt of incoming supplies only (i.e. FedEx, UPS, etc.).

AG.14 - BUILDINGS.

Building/office keys will be issued to personnel whom the Facility Commander has deemed to have a need for access to the respective building/office. This includes Facility employees, attached/OPCON, SAD, AGR, M-day or civilian personnel. The Facility Key Control Custodian(s) will maintain an inventory of all buildings, aircraft, vehicle/equipment, cabinet and key box keys. Each key issued will be signed for on the appropriate DA/CA ARNG Form.